

SEWER PROJECT INFORMATION - SEPTEMBER, 2009

PRIVATE PROPERTY - THE SWQIF LOAN MONEY FOR WORK ON PRIVATE PROPERTY IS ON SCHEDULE. IN RESPONSE TO YOUR REQUESTS WE HAVE ADDED NEW CONTRACTORS TO THE LIST OF APPROVED CONTRACTORS FOR THOSE WHO HAVE OPTED TO BE IN THE 20 YEAR LOAN PROGRAM. FOLLOWING IS A LIST OF ALL **CONTRACTORS APPROVED FOR THE SWQIF LOAN PROGRAM: (THE THREE NEWEST ADDED ARE HIGHLIGHTED.)**

The City expects to begin their portion of the work in October

American Excavating
Contact: Steve Birnbaum
3389 Hack Rd
Saginaw, MI 48601
(989) 752-4780

R.B. Satkowiak's City Sewer Cleaners, Inc.
Contact: Tom Satkowiak
126 Mapleridge Rd
Carrollton, MI 48724
(989) 753-9971

C.Eimers Construction Services
Contact: Craig Eimers
10637 Sharon Road
St. Charles, MI 48655
(989) 865-8115

Champagne & Marx
Contact: Norm Davis
1445 Liberty Road
Saginaw, MI 48604
(989) 755-8971

Rohde Brothers Excavating
Contact: Brian Rohde
1240 N. Outer Drive
Saginaw, MI 48601
(989) 753-0294

Bourdow Trucking
Contact: Joe Bourdow
6950 N. Michigan
Saginaw, Mi 48604
(989) 753-8811

Tom Letherer Construction
Contact: Tom Letherer
4698 Joan Drive
Auburn, MI 48611
(989) 751-7795

Bill Williams Trucking
Contact: Bill Williams
3470 Townline Road
Birch Run, MI 48415
(989) 777-5273

SEWER PROJECT INFORMATION – JUNE, 2009

STIMULUS FUNDING UPDATE

THE SQWIF LOAN (FOR WORK ON PRIVATE PROPERTY) IS ON SCHEDULE AND THE MONEY SHOULD BE HERE BY EARLY JULY.

LAST YEAR WE WERE RANKED AT THE VERY BOTTOM OF THE LIST FOR SRF LOAN (CITY'S PORTION – CONNECTING TO MAINS, INSTALLING STORM SEWER, ETC.) SO WE SOUGHT FUNDING FROM THE NEXT BEST SOURCE WITH AN INTEREST RATE OF 3.75%.

IN MARCH OF THIS YEAR, WE WERE ADVISED THAT SRF FUNDS WOULD BE MADE AVAILABLE FOR A LOAN TO US AT 2.5% INTEREST. (STIMULUS PACKAGE) COUNCIL MADE THE DECISION TO SWITCH LOANS BUT BECAUSE OF THAT CHANGE, WE WILL NOT RECEIVE OUR FUNDING UNTIL LATE AUGUST OR EARLY SEPTEMBER.

IN A LETTER WE RECEIVED THIS WEEK FROM DEQ, THE CITY CAN RECEIVE 40% PRINCIPAL FORGIVENESS ON THE LOAN FOR THE CITY'S PORTION OF THE WORK. THIS IS WONDERFUL NEWS FOR OUR LITTLE TOWN.

PROPERTY OWNER INFORMATION PACKET

Provided by the City of Zilwaukee



City of Zilwaukee Weep Tile Disconnect and Sanitary Sewer Service Lead Improvement Project

January 28, 2009

BACKGROUND

Sanitary sewer inflow and infiltration has been a historical problem for the City of Zilwaukee and its residents. The two major contributors to this problem are the many homes that have weep tiles connected to the sanitary sewer service leads, and the excess rainwater/groundwater that is introduced into the system during wet weather conditions. During periods of heavy rainfall, inflow from the resident's weep tiles empty into the sanitary sewer system, meanwhile, rainwater/groundwater is also infiltrating into the system due to cracks or breaks in the sewer service leads on both public and private property caused by roots and age. These two contributors result in excessive sanitary system flows being sent to the City of Saginaw Wastewater Treatment Plant to be treated unnecessarily, at a cost to the City of Zilwaukee. Besides that, this excess water in the sanitary sewer system causes the sewer to surcharge and has led to sewer backups in the past.

CITY ACTION

In 2006, the City of Zilwaukee received an S2 Grant from the State of Michigan that provided for the City to study the wastewater inflow and infiltration problems. To achieve this, Zilwaukee hired the engineering firm Wilcox Professional Services to assist in gathering data and to create a report and submit to the Michigan Department of Environmental Quality with their findings.

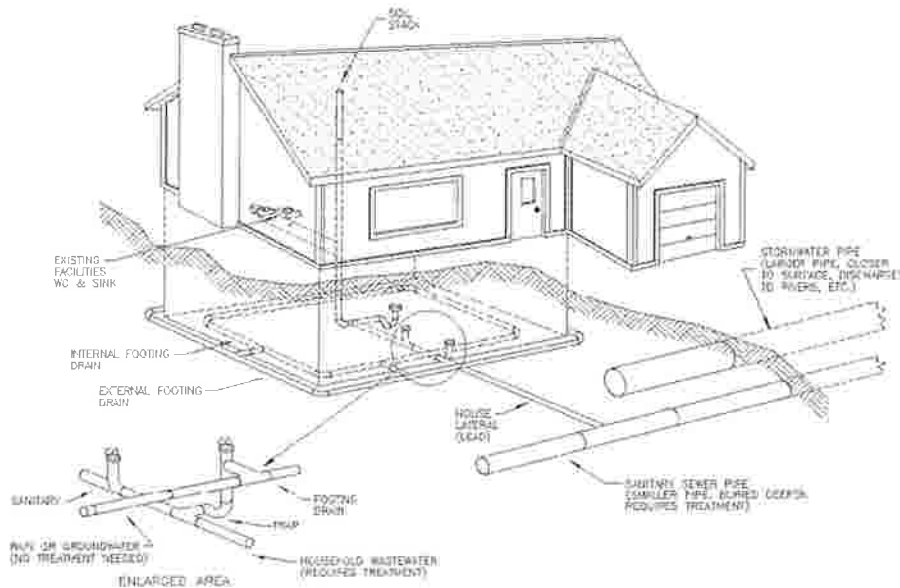
The study completed by Wilcox Professional Services involved measuring the sanitary sewer system with flow meters. The flow meters were in operation during the wet and dry weather conditions. These flow meters provided vital information on how much water was flowing into the existing sanitary sewer system. Wilcox used the dry weather conditions as a baseline. During the wet weather conditions the peak factor ranged anywhere from 8.5 to 70 times the average theoretical flow. These high flow days have caused sewer backups, elevated concerns on treatment costs, and sanitary sewer capacity issues.

The City has determined that reducing the amount of rainwater/groundwater entering into the wastewater system would be the most environmentally responsible and cost effective action. To accomplish this, the City plan is to disconnect all weep tiles from the sanitary sewer system and replace sanitary sewer service leads in poor condition.

The City has obtained two loans and a grant to help finance this citywide wastewater improvement project. In order for the City to pay back this loan, a **Benefit Charge** system has been developed for the work to be completed on private property. **This Benefit Charge will be an annual charge applied to the winter tax roll for those homeowners who take advantage of this program. This Benefit Charge for homeowners signed up for the program will be applied on the winter tax roll for a period of twenty (20) equal annual installments plus interest at 3.5% beginning in December of 2009.**

The work that is to be completed within the public right of ways will utilize a loan from the United States Department of Agriculture (USDA) and will be paid back utilizing sewer user fees under the current rate structure which was adjusted in the last quarter of 2008.

Figure 1 – Pre-Construction Conditions



As shown in Figure 1, weep tiles (Footing Drains) are small, perforated drainage pipes located near the foundation of your house. They are intended to keep rainwater that seeps through the ground from building up along the foundation or basement walls. In many homes, the downspouts, which carry rainwater from the gutters, discharge near the foundation walls. This water drains through the soils and into the weep tiles. Once disconnected, the weep tiles from the house sanitary lead will be connected to a newly installed sump pump that will move water from the weep tiles into the storm sewer system.

Ordinances currently require that all homes built and/or sold in the City of Zilwaukee must have their downspouts and weep tiles disconnected from the sanitary system, with sump pumps in the basements or with gravity discharge leads to the storm water system. Further, if the property owners sanitary sewer service lead is defective (leaking, root intrusion, cracked or mineral deposits are found), it must be replaced.

Surface discharge of downspouts allows more rainwater from roofs to be absorbed by the ground and reduces the amount of water being treated and released into the Saginaw River.

Weep tile disconnection and sanitary sewer service lead replacement has the following advantages:

- Protects homeowners who have had sanitary backups during severe storm events.
- Takes rainwater out of the sanitary sewer system, reducing problems for downstream residents and eliminating treatment costs for the rainwater.
- Preserves natural features and protects watershed by minimizing undesirable discharges to the Saginaw River.
- Replaces sewer leads in poor condition that can cause backups within private property..
- Provides the lowest rate impact of all the possible solutions.

HOMEOWNER'S GUIDE TO ACTION

IF YOU HAVE DISCONNECTED YOUR HOMES WEEP TILES AND REPLACED THE SANITARY SERVICE LEAD FROM YOUR HOME TO THE RIGHT OF WAY, THAN THIS PROGRAM DOES NOT AFFECT YOU.

Attend one (1) of the following Public Informational Meetings to be held at the Council Chambers, 319 Tittabawassee, Zilwaukee, Michigan:

FEBRUARY 19, 2009 AT 7:00 P.M.
FEBRUARY 26, 2009 AT 11:00 A.M.
MARCH 18, 2009 AT 11:00 A.M.
APRIL 16, 2009 AT 7:00 P.M.

The meetings will provide an opportunity to discuss the project and answer any questions that you may have. You will need to attend only one of the above meeting dates.

After you receive this homeowner information packet, you should contact Wilcox Professional Services, or the City (see Appendix for contact information) for questions you may have. An application is provided for the sign up for this program, which we will need completed prior to scheduling a home assessment. This assessment will determine if your weep tiles are connected, and the condition of the sanitary sewer service lead and will include:

- Televiser sanitary sewer service lead to identify pipe condition and location of where disconnections to weep tiles are necessary.
- Assess site drainage options, including identification of any needed changes in downspout connections.
- Assess options for installation of sump discharge piping to an approved discharge location.

After the initial assessment, Wilcox Professional Services will devise a design specific to your home that will entail three components.

1. **Interior** work that will be confined to the basement/crawlspace and will include:
 - Removal of a section of the basement floor to access pipes and install the sump, sump pump, and new electrical circuit if necessary;
 - Disconnection of the weep tiles from the sanitary sewer lead and routing of new discharge line to the right of way.
 - Repairs to the work area (i.e., replacing concrete, tiles, etc.);
Clean up the work area.

2. Homeowner's yard work that will include:

- Installation of sump outside of house, sump pump, and new electrical circuit if necessary (if interior sump is not feasible);
- Disconnection of the weep tiles from the sanitary sewer lead and routing of new discharge line to the right of way (if interior sump is not feasible);
- Installation of a small pipe to carry weep tile water from the sump pump to a rainwater collection system (existing storm sewer/proposed storm sewer) or an approved alternative;
- Installation of a new sanitary sewer lead from the house to the right of way (if sanitary sewer lead requires replacement based on camera inspection);
- Cleanup and restoration of any areas impacted by the installation;

The homeowner will need to choose from a list of pre-qualified contractors, (as provided later in this document), obtain estimates and arrange for the necessary work to be accomplished per design. The actual construction work should take from 1 to 3 days of in-home construction.

Wilcox Professional Services understands the homeowner's uncertainty with a project like this, and they are committed to take the time to answer specific questions you may have about your home's role in the program, learn more about the upcoming steps, and minimize impact to your family and property.

PROPOSED SCHEDULE

The City is anticipating the work to begin in June of 2009, with the overall project completed in 2011. The contractors will be providing the schedule to each homeowner on an individual basis.

SIGN UP SHEETS (ATTACHED)

- **Turn into the City the appropriate application (Two options provided):**
 - Weep Tile Disconnection and Sanitary Service Lead Replacement – This application is for the joint project sign up for those who are not sure whether they need to disconnect the weep tiles and/or replacement of the sanitary service lead.
 - Sanitary Service Lead Replacement – This application is for those who know they have previously disconnected the weep tiles from the sanitary sewer; however, would like to take advantage of the program for service lead replacement.
- **Application fee of \$35.00 will need to be turned into the City of Milwaukee by April 29, 2009 with the appropriate signed application.**

WHAT WILL IT COST?

The **Homeowner** will be responsible for the following costs where applicable:

- After the initial assessment, a cost estimate will be developed by the contractor. If the cost estimate is less than \$4,500 for the disconnection of the weep tile and less than \$1,500 for the sanitary sewer lead replacement, you may choose to work with

this contractor without obtaining additional estimates. You may need both improvements, one or none based on the in-home assessment. Every household is unique; therefore, the cost maybe slightly above or below the approximated estimate. In addition to the price provided by the contractor; each homeowner will also accrue additional costs for City planning, engineering, inspection, financial loan assistance/procurement and administration, which will be included in your annual payment on the winter tax roll.

The City of Zilwaukee is receiving a low interest loan to help homeowners finance this project over a 20 year period.

- The City has received a low interest loan from the Michigan Department of Environmental Quality (MDEQ) called a Strategic Water Quality Initiatives Fund (SWQIF) loan. This loan will provide financing for the project work that is completed outside of the right-of-way (private property). Terms for payment will be over a twenty (20) year period.
- **The Benefit Charge for homeowners signed up for the program will be applied on the winter tax roll for a period of twenty (20) equal annual installments plus interest at 3.5% beginning in December of 2009.**
- The homeowner will have the opportunity to pay off the balance in full at any time before or after December 2009.
- This work includes the following improvements:
 - Installation of small pipe to carry weep tile water from the sump to approved outlet at the right of way line (includes pipe and connections).
 - Installation of new sanitary sewer lead from the house to the right of way (includes pipe and connections).
 - The work will produce dust and the contractor will enclose the work area in plastic; however, dust will be produced and will be responsibility of homeowner for typical household cleanup after construction.
 - Additional features or restoration beyond what is required for basic installation and items classified as home improvements or that exceed building code requirements (i.e. replacement of inadequate electrical service panel, construction of new enclosures for sump, etc.)
 - In the event of a power failure, a back up sump pump may be desired to reduce groundwater collecting around the outside of your basement walls where it can seep through cracks in the concrete or through the sump lid. The contractor can install (at your expense) either battery-powered or water-powered backup sump pumps. You need to assess your desire for this additional level of protection as only you can understand the impacts of moisture would have on your belongings in your basement, and the frequency of power failures in your neighborhood.
 - Long-term maintenance

As stated earlier, the City has also received a second loan and grant for the work to be completed within the public right of way. This loan/grant is to provide sewer lead replacement, drainage improvements and road restoration work where necessary to facilitate the improvements completed on the private property. This public right of way project will

connect the sewer service leads and sump pump discharge lines at the right of way and redistribute the storm water and wastewater flows to the correct utilities for collection.

The homeowner may opt out of this voluntary project, but the homeowner must conform to **Sewer Ordinance No. 8-D** within 90 days after receiving notice to disconnect or replace a sanitary service lead found to be in poor condition (this notice will be a certified letter sent by the City to your home); otherwise the homeowner shall be in violation to Sewer Ordinance No. 8-D **and will no longer be eligible to receive** the 20 year low interest loan incentive placed on the winter tax roll.

HOMEOWNERS CHECKLIST

Please review and complete the steps below to aid in a reliable and trouble free disconnection.

1. Review this packet of information carefully.
2. Attend the information meeting for your neighborhood (to be scheduled).
3. Fill out the appropriate application and return to City with \$35 application fee.
4. Upon receipt of your application, Wilcox Professional Services will contact you for scheduling an in-home assessment to televise the sanitary sewer service lead to determine pipe condition and the need for a weep tile disconnection, review possible sump pump and discharge locations, and identify and special needs of your home.
5. After assessment is completed by Wilcox Professional Services, review the list of pre-qualified contractors and make an appointment with one or more to receive and estimate of costs for the work to be done in your home.
6. Identify any additional options you may want or need to contract for at your personal expense.
7. Upon receiving approval of a funding amount from Wilcox Professional Services arrange a contract with your selected contractor.
8. Clear basement work area (Contractor will provide specifics). If desired, add additional dust protection to exposed areas.
9. Monitor the work underway to ensure it meets your contract agreements. Consult Wilcox Professional Services or the City if help is needed.
10. Review finished work with the contractor to ensure you understand maintenance and operations of your system.
11. Wilcox Professional Services visits the home to review finished work with the property owner.

Remember: This project is voluntary, but to receive the 20 year low interest loan incentive placed on the winter tax roll, your weep tile disconnect and/or sanitary service lead replacement must be completed through this project. Otherwise you will have 90 days at the completion of this project to perform these improvements to not be in violation of Sewer Ordinance No. 8-D.

ALREADY DISCONNECTED?

Even if your homes weep tiles are disconnected from the sanitary sewer, your home's sanitary service lead could be in poor condition. The sanitary service lead can be inspected upon your signed application to determine if replacement is necessary. This project is available to you to replace the sewer service leads and take advantage of the low interest loan incentive. If you have experienced sewage back-ups, have large trees on your property, or know of root intrusions within the line, you can benefit by getting the necessary repairs done within this program, so please sign-up.

PRE-QUALIFIED CONTRACTOR LIST

American Excavating
Contact: Steve Birnbaum
3389 Hack Rd
Saginaw, MI 48601
(989) 752-4780

Champagne & Marx
Contact: Norm Davis
1445 Liberty Rd
Saginaw, MI 48604
(989) 755-8971

R.B. Satkowiak's City Sewer Cleaners, Inc.
Contact: Tom Satkowiak
126 Mapleridge Rd
Carrollton, MI 48724
(989) 753-9971

Rohde Brothers Excavating
Contact: Brian Rohde
1240 N. Outer Drive
Saginaw, MI 48601
(989) 753-0294

CONTACT NAMES AND NUMBERS

City of Zilwaukee Staff:

- City Administrator – Pat Hascall (989) 755-0931

Wilcox Professional Services Staff:

- Project Manager – Steve Warren, P.E..... (989) 752-6500

APPLICATIONS ARE DUE

Application fee of \$35.00 will need to be turned into the City of Zilwaukee by April 29, 2009 with the appropriate signed application.

Application No.	
Application & Fee Received	
In-Home Assessment	
Quotes Received	
Work Approval Date	
Completion Date	
Post-Completion Review	

City of Zilwaukee
 319 Tittabawassee Road
 Zilwaukee, MI 48604-1263
 Tel: (989) 755-0931

**WEEP TILE DISCONNECTION and SANITARY SERVICE LEAD
 REPLACEMENT
 APPLICATION / AGREEMENT**

Owner(s):	
Address:	Property ID #:
Telephone (Home):	Telephone (Work):

AGREEMENT

1. The undersigned hereby certifies that I/we are the current legal and equitable title holders of the property listed above.
2. The undersigned hereby certifies that I/we have read and understand the Property Owner Information Packet dated January 28, 2009.
3. The undersigned desires and agrees to have the property inspected and improved with the drain disconnect and/or sewer lead replacement improvements in the manner described in the Packet, and desires and agrees to utilize and participate in the Strategic Water Quality Initiatives Fund financing program in order to pay for said improvements.
4. In connection with said financing program, the undersigned agree(s) to fully repay the City the actual cost for the improvements and installation of the improvements, plus interest at 3.50% per annum commencing December 1, 2009 (the "Benefit Charge"). The Benefit Charge shall be paid over a period of twenty (20) years in equal annual installments payable on or before December 1st of each year, the first installment being due on or before December 1, 2009. The estimated Benefit Charge is described in the packet, however, said estimate shall be adjusted to actual cost upon completion to include City planning, engineering, inspection, financial loan assistance and administration related costs.
5. The undersigned acknowledges and agrees that the Benefit Charges shall constitute a lien against the property benefited. Any unpaid amount shall be placed on the general tax roll and shall be collected as a part of such tax roll.
6. I/we hereby release the City from any and all claims, damages, actions and losses whatsoever arising or resulting from the improvements or installation of the improvements.
7. This Application/Agreement remains subject to City Council's review and approval.

Date: _____

Owner(s): _____

☐ Approved

Approval Date: _____

Application No.	
Application & Fee Received	
In-Home Assessment	
Quotes Received	
Work Approval Date	
Completion Date	
Post-Completion Review	

City of Zilwaukee
 319 Tittabawassee Road
 Zilwaukee, MI 48604-1263
 Tel: (989) 755-0931

SANITARY SERVICE LEAD REPLACEMENT APPLICATION / AGREEMENT

Owner(s):	
Address:	Property ID #:
Telephone (Home):	Telephone (Work):

AGREEMENT

1. The undersigned hereby certifies that I/we are the current legal and equitable title holders of the property listed above.
2. The undersigned hereby certifies that I/we have read and understand the Property Owner Information Packet dated January 28, 2009.
3. The undersigned has previously disconnected the weep tile from the sanitary sewer.
4. The undersigned desires and agrees to have the property inspected and improved with the sewer lead replacement improvement in the manner described in the Packet, and desires and agrees to utilize and participate in the Strategic Water Quality Initiatives Fund financing program in order to pay for said improvements.
5. In connection with said financing program, the undersigned agree(s) to fully repay the City the actual cost for the improvements and installation of the improvements, plus interest at 3.50% per annum commencing December 1, 2009 (the "Benefit Charge"). The Benefit Charge shall be paid over a period of twenty (20) years in equal annual installments payable on or before December 1st of each year, the first installment being due on or before December 1, 2009. The estimated Benefit Charge is described in the packet, however, said estimate shall be adjusted to actual cost upon completion to include City planning, engineering, inspection, financial loan assistance and administration related costs.
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7. I/we hereby release the City from any and all claims, damages, actions and losses whatsoever arising or resulting from the improvements or installation of the improvements.
8. This Application/Agreement remains subject to City Council's review and approval.

Date: _____

Owner(s): _____

☐ Approved

Approval Date: _____